

BOARD OF PUBLIC WORKS
Meeting Minutes
June 21, 2022
Board of Public Works Conference Room

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2022 OCT 19 A 10:36

Members Present: Stephen Santos, Alex Simao, Daniel Soares, Matias Goncalves

Members Absent: Keith Ouellette

Also Present: Ann Converse, Kenneth Batista, Jesse English

At 6:00 PM Mr. Santos called the meeting to order. All present stood for the Pledge of Allegiance.

CORRESPONDENCE:

#1093 – Robert J. Murty/Thomas Rouleau – 302 & 306 Fuller Street, follow-up to their letter of April 21, 2021 concerning a storm water drainage grate. Mr. Santos asked that we send both residents a letter stating that the reconstruction of Fuller Street was supposed to happen this spring but due to lack of funds we had to push it the fall schedule. A motion was made by Mr. Simao to send residents a letter stating that we will be doing the project in the fall of this year. It was seconded by Mr. Goncalves. Vote 4-0 all in favor.

#1094 – Joseph Dias – Request for reimbursement for damage to his vehicle due to a pothole. While taking a right turn at the corner of West Avenue and Center Street Mr. Dias hit a pothole causing damage to his right back tire. Mr. Dias is requesting reimbursement for the replacement of the tire. A motion was made by Mr. Simao to send the claim to the insurance company. It was seconded by Mr. Goncalves. Vote 4-0 all in favor.

DIRECTORS REPORT:

Contract with Waste Management Update – Mr. English has been going back and forth between the Town's Attorney and Waste Management. Attorneys from both sides finally got together to go over some of the wording in the contract in hopes to come to an agreement. Mr. English has a meeting set tomorrow at 10:00am with the Town's Attorney to go over the changes. It seems as though the Attorneys worked through it and hopefully we will have a contract to sign tomorrow.

Letter of Commitment for sweeper update – A letter was sent to Tristate securing our spot for the sweeper truck build. Mr. English called and confirmed that the letter was received. Tristate will contact us when they have an estimated time of completion.

LATOSS III – Interviews were held and an offer has been extended. Applicant has accepted the position of Senior Clerk and is scheduled to start on July 11, 2022. The other clerk position was advertised internally, today was the last day. Waiting to hear back from Carrie to see if we have to advertise externally or if we can offer the job to one of the applicants from the senior clerk position.

Mr. Simao made a motion to file the Directors Report, seconded by Mr. Goncalves. Vote 4-0 all in favor.

OPERATIONS SUPERVISOR REPORT:

Work Assignments – The cemetery crew is out daily mowing and trimming. We have started marking out foundations there is probably fifteen or sixteen left to do. As soon as the marking is complete they are going to bring in the machine to dig so the monuments can be installed. The parks crew have been mowing, trimming and marking fields for events as required. There is a plumbing leak in the outside bathrooms at Whitney Park that will require the services of a licensed plumber. Kids are now destroying the bubblers on a weekly basis at Whitney Park by smashing them. The dugout has also been tagged again we tried pressure washing it, but it did not work. Mr. Batista is going to call the gentleman that we had put the special sealant on the block and have him come out and take a look at it. Police were notified of the vandalism and a report was done. Mr. Santos reached out to the Town Administrator to see how we can go about putting cameras up at the park. The road side mower is out clearing the edge of road and will continue to so thru the summer. Over the past few weeks we responded to several sewer blocks. The vacuum truck has a leaking water pump that will need to be repaired. The tree crew has also been out completing tree service reports as time allows. Pot hole patching has been limited to service report complaints. The mechanic has been busy in the garage with general maintenance and repairs.

Projects – Colonial Drive, Manor Lane and Heritage project: the berm and top have been installed. DPW crews will address driveway aprons, loam and seed the project area. Chapin Street project: Manholes have been lowered and the berm was removed. Reclaim of the road surface started today. Binder is scheduled for the week of June 27th. Palmer Paving is scheduled to install the berm July 12th and 13th. Top course is scheduled for July 18th. Once paving is complete DPW crews will address driveway aprons and will loam and seed the edge of the road. Mr. Santos suggested when it comes to the loam that wherever there is lawn that we use the purchased loam and wherever it is wooded with no yards that we use our loam. We are anticipating that INDUS will be in to start crack sealing in a couple of weeks. The crack sealing will be done on Center Street.

Discussed summer help, wanted to make sure we had enough employees and that we do not go over budget. We currently have five summer employees which should be enough.

There is concern with the gate boxes on Rood Street and Booth Street they seem to be sinking. They're either not getting good compaction or they are setting them to low. Mr. English is in contact with Springfield Water & Sewer. Someone from Springfield Water & Sewer came out and walked the area with Mr. English and Mr. Batista. Springfield Water & Sewer are in agreement that they are low. Springfield Water & Sewer agreed to repair the gate boxes. Mr. Santos would like to send a letter to Kenny and Ryan at Springfield Water & Sewer expressing our concern moving forward with the upcoming project for Chapin Street. Motion was made by Mr. Soares for Mr. English to send Springfield Water & Sewer an email, seconded by Mr. Goncalves. Vote 4-0 all in favor.

Mr. Batista received an email from a resident asking if we can stripe one of the tennis courts for pickle ball. Mr. Santos said not at this time, waiting to hear back if we are getting funding to completely redo them. Mr. Santos will reach out to Mark on Wednesday to see what is going on with the security cameras for Whitney Park, pickle ball/tennis courts, press box and bleachers.

Tree stump grinding will start July 1st. Markings Inc. will come in and do the line striping on Chapin Street once the top is put on. After July 1st they will start the recap of the crosswalks at major intersections. The beach has been raked at Haviland Pond, and summer help is going to start pulling the weeds along the fence.

Mr. Batista said we are going to run into issues with the maintenance of the irrigation at Veterans Park School. The backflow gets stuck and floods the box out. Mr. Batista went over there with Scott from the school to look at the situation. The backflow check valve will need to be rebuilt. Mr. Santos asked Mr. English to send Mark at the Board of Selectmen an email stating the concerns we have with irrigation at Veterans Park School.

Mr. Simao made a motion to file the Operations Supervisor Report, seconded by Mr. Goncalves. Vote 4-0 all in favor.

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JULY 19 4 10:36
TOWN OF LUDLOW

NEW BUSINESS:

None

OLD BUSINESS:

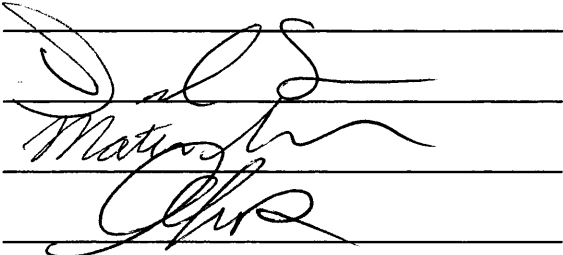
Board to sign the Curbside Rubbish & Recycling Contract with Waste Management – the contract is not ready yet.

NOTES AND COMMENTS:

The Board signed invoices.

Motion was made by Mr. Simao to adjourn the meeting, seconded by Mr. Goncalves. Vote 4-0 all in favor.

NOTES ACCEPTED:



BOARD OF PUBLIC WORKS